

TOWN OF PEMBROKE
APPROVED
ADVISORY COMMITTEE MINUTES
28 November 2016

Chairperson Linda Peterson opened the meeting of the Advisory Committee in Pembroke Town Hall at 7:30PM on 28 November 2016. Also present were Stephen Curley, Timothy Brennan, James McCollum, John G. Brown, Jr., Stephen Walsh, Richard McManus and Elizabeth Monks. Guest: Michael Buckley, Town Accountant

Linda opened the meeting by welcoming Michael Buckley, Town Accountant asking for an overview of town financials. Mike began by acknowledging health insurance rates increased by 15% last year; the increase was anticipated and built into the budget.

- Mike distributed a document titled "Employee Benefits vs. Tax Levy increase for FY10-FY18 for review and discussion.
- Pembroke is part of the Mayflower Healthcare Group. Pembroke represents 6-7% of the group. Ed Thorne, Town Administrator, Kathleen McCarthy, Town Treasurer/Collector and Mike have been attending the Mayflower meetings. The Mayflower Group is now offering PPO's and doing what they can to keep at 10%.
- Linda asked about leaving Mayflower and looking at other options. Mike said options are being discussed; he has met with a consultant and Myer. Hingham has decided to leave Mayflower and join GIC (State program). Scituate is moving to Myer (MMA).
- If Mayflower Group comes in at 10%, Pembroke will stay with them. This year there were 24 new subscribers for Health Insurance in Pembroke. They are working on getting the employee share of Health Insurance to 25% over the next three years including retirees. Retirees are at 15%. The Town will need an additional \$150,000 at the spring Special Town Meeting to cover the cost of the 24 new enrollees. Mayflower offers seven healthcare plan options (2 Harvard Pilgrim, 2 HMO Blue, 1 BC/BS and 2 Retirees). Timothy asked if we know what Towns are submitting the most claims. Mike said we don't. Advisory asked Mike if he had a copy of healthcare cost ratio (employee /town) for surrounding towns. He said he would discuss with Ed Thorne, Town Administrator to obtain this information.
- All of the Healthcare costs come from the Town Budget. In regards to covering Pension costs; Employees classified as "non-professional"; the Town covers their Pension costs. Employees classified as "Professional"; the State covers their Pension costs.
- Stephen Curley noted as an example: if the Fire Department hires 12 new employees the Town Budget covers the cost of their health insurance.

The three items that should be considered regarding health insurance are:

- Rates
- Number of employees taking the benefits
- Cost Share

Mike submitted a "Request for Transfer from the Reserve Fund" on behalf of Ed Thorne, Town Administrator. The request is for building repairs for the Council on Aging to cover the cost of mold. This was just discovered and needs to be remedied quickly. One quote was submitted for \$5,980.92. Advisory recommended obtaining another quote.

Upon motion moved by Stephen Curley 2nd by Stephen Walsh contingent on obtaining a 2nd quote following the discussion it was

²The Chairperson did not vote on this motion.

VOTED¹: To approve the “Request for Transfer from the Reserve Fund” in the amount of \$5,980.92 for emergent repairs for the Council on Aging building to remove mold. Timothy Brennan, James McCollum, John G. Brown Jr., Richard McManus and Elizabeth Monks supported the motion.

The committee reviewed the correspondence received:

- An email from Gene Fulmine, DPW Director – he has a department budget meeting scheduled for 12/12/16 and is not sure if he will be ready to meet with Advisory on 12/19/16. Advisory will ask Gene to keep the 12/19/16 appointment and bring what information he has.
- An email from Cathy Salmon, IT Chairperson is requesting to reschedule the IT Budget meeting to end of January or early February. Advisory suggested moving to January 30th.
- An email from Mary Ann Smith, Town Clerk, she is unable to keep her budget meeting of 12/12/16 due to a scheduled vacation. Advisory suggested moving to January 9th at 7:30PM. An email will be sent to Town Treasurer/Collector and Town Accountant to move their appointment to 7:45PM and 8:00pm respectively.

Upon motion moved by James McCollum 2nd by Elizabeth Monks following the discussion it was

VOTED²: To accept the meeting minutes of 14 November 2016. Timothy Brennan, John G. Brown Jr., Stephen Walsh supported the motion. Stephen Curley and Richard McManus abstained.

Stephen Walsh updated Advisory: Michael Buckley, Town Accountant spoke with Scott Soares from USDA regarding grant options. Scott referred Mike to the Waltham office. They are working on getting information.

Linda asked how the committee wants to approach the Board of Selectmen regarding the meeting topics reviewed. Advisory agreed to send a letter to the Board of Selectmen outlining topics for discussion proposing a meeting date of Tuesday, January 17, 2017 at 7:00PM. Also inviting them to include items they are interested in discussing.

Advisory also agreed to request a copy of the Board of Selectmen Meeting Minutes which contains Collective Bargaining Agreement discussions. Although these meetings were held in “Executive Session” after meeting topics are settled; minutes should be made public. Ask for dates if available.

Timothy Brennan suggested sending a follow-up email to Michael Buckley, Town Accountant requesting a copy of surrounding towns Healthcare costs employee/town ratio.

The Advisory Committee adjourned at 8:30PM.

Respectfully submitted,

Stephen Curley, Clerk

²The Chairperson did not vote on this motion.